



OMB No. 0938-1373 Expires 12/31/2026

## Exhibit 1: Model Individual Enrollment Request form to enroll in a Medicare Advantage Plan (Part C) or Medicare Prescription Drug Plan (Part D)

### Who can use this form?

People with Medicare who want to join a Medicare Advantage Plan

### To join a plan, you must:

- Be a United States citizen or be lawfully present in the U.S.
- Live in the plan’s service area

**Important:** To join a Medicare Advantage Plan, you must also have both:

- Medicare Part A (Hospital Insurance)
- Medicare Part B (Medical Insurance)

**Important:** To join a Medicare Prescription Drug Plan, you must also have either, or both:

- Medicare Part A (Hospital Insurance)
- Medicare Part B (Medical Insurance)

### When do I use this form?

You can join a plan:

- Between October 15–December 7 each year (for coverage starting January 1)
- Within 3 months of first getting Medicare
- In certain situations where you’re allowed to join or switch plans

Visit Medicare.gov to learn more about when you can sign up for a plan.

### What do I need to complete this form?

- Your Medicare Number (the number on your red, white, and blue Medicare card)
- Your permanent address and phone number

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1378. The time required to complete this information is estimated to average 20 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850.

#### IMPORTANT

Do not send this form or any items with your personal information (such as claims, payments, medical records, etc.) to the PRA Reports Clearance Office. Any items we get that aren’t about how to improve this form or its collection burden (outlined in OMB 0938-1378) will be destroyed. It will not be kept, reviewed, or forwarded to the plan. See “What happens next?” on this page to send your completed form to the plan.

**Note:** You must complete all items in Section 1. The items in Section 2 are optional — you can’t be denied coverage because you don’t fill them out.

### Reminders:

- If you want to join a plan during fall open enrollment (October 15–December 7), the plan must get your completed form by December 7.
- Your plan will send you a bill for the plan’s premium. You can choose to sign up to have your premium payments deducted from your bank account or your monthly Social Security (or Railroad Retirement Board) benefit.

### What happens next?

Send your completed and signed form to:  
CommuniCare Advantage  
PO Box 3630  
Little Rock, AR 72202

Once they process your request to join, they’ll contact you.

### How do I get help with this form?

Call CommuniCare Advantage at (866) 212-4582. TTY/TDD users can call 711.

Or, call Medicare at 1-800-MEDICARE (1-800-633-4227). TTY/TDD users can call 1-877-486-2048.

En español: Llame a CommuniCare Advantage, al (866) 212-4582, (TTY/TDD 711) a Medicare gratis al 1-800-633-4227 y oprima el 2 para asistencia en español y un representante estará disponible para asistirle.

### Individuals experiencing homelessness

- If you want to join a plan but have no permanent residence, a Post Office Box, an address of a shelter or clinic, or the address where you receive mail (e.g., social security checks) may be considered your permanent residence address.

**Section 1 – All fields on this page are required (unless marked optional)**

Select the plan you want to join:

ISNP     CSNP (MD, OH Only)

Segment:

Indiana     Maryland     Ohio

FIRST Name:

LAST Name:

Optional: Middle Initial:

Birth Date: (MM/DD/YYYY)

(    /    /    )

Sex:

Male     Female

Phone number:

(    )

**Permanent Residence street address** (Don't enter a PO Box. NOTE: For individuals experiencing homelessness, a PO Box may be considered your permanent residence address):

City:

Optional: County:

State:

Zip Code:

**\*Mailing address**, if different from your permanent address (PO Box allowed):

Street Address:

City:

State:

Zip Code:

**Your Medicare Information:**

**Medicare Number:**

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Answer these important questions:**

Will you have other prescription drug coverage (like VA, TRICARE, pension plans) in addition to CommuniCare Advantage?     Yes     No

Name of other coverage

Member number for this coverage:

Group number for this coverage:

Are you enrolled in your State Medicaid program?

Yes     No

If yes: Medicaid Number: \_\_\_\_\_

Have you been a resident in or expect to reside in a long term-care facility, such as a nursing home, in CommuniCare Advantage network for more than 90 days?     Yes     No

Name of Facility: \_\_\_\_\_

Admission Date: \_\_\_\_\_

**IMPORTANT: Read and sign below**

- I must keep both Hospital (Part A) and Medical (Part B) to stay in CommuniCare Advantage's plan.
- By joining this Medicare Advantage Plan, I acknowledge that CommuniCare Advantage will share my information with Medicare, who may use it to track my enrollment, to make payments, and for other purposes allowed by Federal law that authorize the collection of this information (see Privacy Act Statement below). Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.
- I understand that I can be enrolled in only one MA or Part D plan at a time – and that enrollment in this plan will automatically end my enrollment in another MA or Part D plan (exceptions apply for MA PFFS, MA MSA plans).
- I understand that when my CommuniCare Advantage coverage begins, I must get all of my medical and prescription drug benefits from CommuniCare Advantage. Benefits and services provided by CommuniCare Advantage and contained in my CommuniCare Advantage "Evidence of Coverage" document (also known as a member contract or subscriber agreement) will be covered. Neither Medicare nor CommuniCare Advantage will pay for benefits or services that are not covered.
- The information on this enrollment form is correct to the best of my knowledge. I understand that if I intentionally provide false information on this form, I will be disenrolled from the plan.
- I understand that my signature (or the signature of the person legally authorized to act on my behalf) on this application means that I have read and understand the contents of this application. If signed by an authorized representative (as described above), this signature certifies that:
  - 1) This person is authorized under State law to complete this enrollment, and
  - 2) Documentation of this authority is available upon request by Medicare.

**Signature**

**Today's date:**



**For Health Plan Use Only**

Agent Name: \_\_\_\_\_ Agent NPI ID \_\_\_\_\_

Receipt Date of Application: \_\_\_\_\_ Proposed Effective Date: \_\_\_\_\_

ICEP/IEP    AEP    OEPI    SEP (Type) \_\_\_\_\_    Not Eligible

**Sales Agent Signature Attestation:**

I do hereby attest that the information within this application is true and accurate to the best of my knowledge and that I witnessed the above signed enrollee sign the enrollment application.

\_\_\_\_\_  
Sales Agent Signature

\_\_\_\_\_  
Date

**PRIVACY ACT STATEMENT**

The Centers for Medicare & Medicaid Services (CMS) collects information from Medicare plans to track beneficiary enrollment in Medicare Advantage (MA) Plans, improve care, and for the payment of Medicare benefits. Sections 1851 of the Social Security Act and 42 CFR §§ 422.50 and 422.60 authorize the collection of this information. CMS may use, disclose and exchange enrollment data from Medicare beneficiaries as specified in the System of Records Notice (SORN) "Medicare Advantage Prescription Drug (MARx)", System No. 09-70-0588. Your response to this form is voluntary. However, failure to respond may affect enrollment in the plan.